

24 APR 1967

## MEMORANDUM FOR: Executive Director-Comptroller

SUBJECT : Training Program for Employees Selected for External Training Assignments.

REFERENCE : Memo dtd 14 Apr 67 for A-DD/S fr Ex. Dir. -Compt.

1. This memorandum is for your information only.
2. Pursuant to the request in referent memorandum, I have discussed this problem with representatives of the Office of Training.
3. Each year since 1964 the Office of Training has conducted an orientation program for officers attending Senior Officers Schools. We are attaching hereto the agenda of last year's seminar which was conducted during the period 20 to 22 June 1966. Our program for this year is scheduled for three days, 27 through 29 June, and invitations have been extended to personnel selected for attendance at the National War College, Industrial College of the Armed Forces, Air War College, Army War College, Naval War College, Senior Seminar in Foreign Policy, Advanced Management Program at Harvard, and the Armed Forces Staff College. A copy of the memorandum sent to the various selected officers is also attached for your information.
4. We seem to be catching the bulk of senior officers attending the schools mentioned above; there is a gap, however, in that personnel going on external training assignments to civilian institutions are by and large not included. We believe that it would be beneficial for this latter group of students to be exposed to this same orientation program, and we have asked the Director of Training to include those employees approved for extensive external training (a semester or more). Along with this program, we will seek to expand the individual briefings normally accorded personnel attending shorter external training sessions by the Office of Training.

SIGNED R. L. Bannerman

R. L. Bannerman  
Deputy Director  
for Support

2 Atts

Att 1: Agenda for Special Program for Agency Representatives Attending Senior Officer Schools (1966-67) - 20-22 June 1966

Att 2: Memo dtd 7 Apr 67 for selected officers (on distribution list) fr

Registrar, OTR  
Approved For Release 2001/07/12 : CIA-RDP78-06367A000100010023-4  
School Candidates

cc: Director of Training

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ORIGINAL DOCUMENT MISSING PAGE(S):

attachments missing